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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Language and Area School

DATE: 29 November 1961

FROM : Chief, Training Support Branch

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS

None to report.

B. OTHER ACTIVITIES

B / 1. The temporary language laboratory located in GF-44, Langley, was opened on 21 November with seven positions. Approximately 700 tapes in seven languages are represented. These are tapes used in classes plus a few self-study users.

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2. [REDACTED] accompanied me [REDACTED] last week for the purpose of inventory and inspection of house, furnishings and grounds. Exterior and furnishings are generally in good condition. Interior is showing signs of wear and will need some plaster patching and should be repainted in the early spring. Plan to request [REDACTED] schedule painting both interior and exterior as the schedule permits.

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3. Through the courtesy of Ft. Holabird and Ft. Meade we now have a complete English course. The 150 lessons cover basic, intermediate and advanced. This fills a long-standing need to handle requests from various components for English material.

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4. The foreign language newsreels in Russian and Italian are being received [REDACTED] without soundtrack. We are dependent on FSI to strip the film and record the script for us. This arrangement is agreeable and should prove to be beneficial to both schools.

[REDACTED]
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